



Cobb County...Expect the Best!

REQUIREMENTS FOR COMPLETING APPLICATION FOR “OTHER BUSINESS” AGENDA ITEM COBB COUNTY, GEORGIA

Application must be entirely completed and be submitted in person to the Zoning Division, located at 1150 Powder Springs Road, Suite 400, Marietta, Georgia, no later than **4:00 p.m. 35 days prior to the Board of Commissioners Hearing date** (see attached hearing schedule) in order to be considered for the next scheduled public hearing.

NOTE: (a) There will not be a Zoning Hearing in the month of January.
(b) “Other Business” agenda items will be posted on the Cobb County Website
(www.cobbcounty.org).

The following items are required for submitting an application for “Other Business”:

1. **Original** notarized signatures of **representative(s) and the titleholder(s).**
2. A copy of proposed plan (site plan and/or architectural plan depending on the nature of the request) drawn to scale by a **registered engineer, architect, land planner,** or **land surveyor** currently registered in accordance with applicable state laws. (**Plans must be stamped**). These plans must include: a) north arrow; b) land lot lines; c) district lines; d) lot lines; e) angles; f) bearing and distances; g) adjoining street with right-of-way (present and proposed); h) paving widths; i) the exact size and location of all buildings along with intended use; j) buffer areas; k) parking spaces; l) lakes and streams; m) utility easements; n) limits of the 100-year flood plain and acreage of flood plain; o) cemeteries; p) wetlands; q) access points; and r) stream buffers (minimum 50’ buffer).

NOTE: Five (5) drawings shall be no larger than 36” x 48” and two (2) copies must be 8½” x 11”.

3. Copy of the original zoning stipulations, site plans, and/or architectural plans.
4. Applicant, or representative for applicant, **must** attend the Zoning Hearings. Failure to attend may result in rejection of the application or continuance of the hearing at the Board’s sole discretion.
5. Signs provided by the Zoning Division **must** be posted on the property 30-days prior to the public hearing for a site plan amendment, a stipulation amendment, a (first) site plan approval or a settlement of litigation. A zoning sign **must** be posted for every 500 feet of public road frontage (on each road frontage, if more than one road). The sign is to be posted on a hard-backed surface supported by a free-standing structure, wooded post or metal post. The signs should be clearly visible from the road, with no obstructions of view. Failure to post and

(Continued on next page)

Requirements for “Other Business” Application

5. (Continued)

maintain signs continuously may prohibit consideration of the application at any scheduled public hearing. It is the responsibility of the applicant to ensure that signs remain posted throughout the advertising period, **including the day of the public hearings and to remain posted until the final decision by the Board of Commissioners. EACH SITE WILL BE INSPECTED BY COBB COUNTY ZONING STAFF TO ENSURE ZONING SIGNS HAVE BEEN PROPERLY POSTED.**

(NOTE: Acceptance of this application by the Zoning Division does not guarantee placement on the requested hearing date, but rather, gives County Staff information needed to determine if the request is a minor amendment. County Staff will advise the District Commissioner of the request. The District Commissioner must approve all agenda items for “Other Business”. The Board of Commissioners can only amend minor stipulations through “Other Business”; if the request is not deemed minor by the Board of Commissioners, then a rezoning may be needed to remove stipulations. There is no guarantee the Board of Commissioners will approve the request).

* Other Business Policy adopted by the Board of Commissioners 08-14-07.

Application for “Other Business” Cobb County, Georgia

(Cobb County Zoning Division – 770-528-2045)

BOC Hearing Date Requested: _____

Applicant: _____ **Phone #:** _____
(applicant’s name printed)

Address: _____ **E-Mail:** _____

(representative’s name, printed) **Address:** _____

(representative’s signature) **Phone #:** _____ **E-Mail:** _____

Signed, sealed and delivered in presence of:

Notary Public **My commission expires:** _____

Titleholder(s) : _____ **Phone #:** _____
(property owner’s name printed)

Address: _____ **E-Mail:** _____

(Property owner’s signature)

Signed, sealed and delivered in presence of:

Notary Public **My commission expires:** _____

Commission District: _____ **Zoning Case:** _____

Date of Zoning Decision: _____ **Original Date of Hearing:** _____

Location: _____
(street address, if applicable; nearest intersection, etc.)

Land Lot(s): _____ **District(s):** _____

State specifically the need or reason(s) for Other Business: _____

(List or attach additional information if needed)

COBB COUNTY ZONING DIVISION

2010 “OTHER BUSINESS” SCHEDULE

LAST FILING DAY	30-DAY SIGN POSTING	BOARD OF COMMISSIONERS HEARING
01-12-10	01-17-10	02-16-10
02-09-10	02-14-10	03-16-10
03-16-10	03-21-10	04-20-10
04-13-10	04-18-10	05-18-10
05-11-10	05-16-10	06-15-10
06-15-10	06-20-10	07-20-10
07-13-10	07-18-10	08-17-10
08-17-10	08-22-10	09-21-10
09-14-10	09-19-10	10-19-10
10-12-10	10-17-10	11-16-10
11-16-10	11-16-10	12-16-10
No Last Filing Date In December	N/A	No January Hearing
01-11-11	01-16-11 Tentative	02-15-11 Tentative